



OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT
SOLE SOURCE DETERMINATION (SSD)

(TO BE SUBMITTED TO OPTFM UPON COMPLETION OF RFIN)

AGENCY CONTACT INFORMATION SUBMITTING SOLE SOURCE DETERMINATION

Agency Name: Mississippi Valley State University
Agency Contact: Carla Williams Phone: 662-254-3320
Agency Contact Email Address: ctwilliams@mvsu.edu
RFIN #: _____

SOLE SOURCE INFORMATION (Part A)

Vendor: EAB Global, Inc
Vendor Contact: Erik Candy Phone: 202-266-6376
Vendor Contact Mailing Address: 2445 M Street NW; Washington, DC 20037
Vendor Contact Email Address: ecandy@eab.com
Vendor Contact Fax Number: 202-266-5700
Date Form Submitted: 03/08/22 Commodity: Software
Other Description/Information: Student Success Management System
Total Value \$ _____

QUALIFYING INFORMATION (Part B)

Were any objections to the sole source determination regarding this commodity received by the Agency?

☐ YES ☐ NO

If "yes", did the Agency appeal to PPRB? ☐ YES ☐ NO

What was the outcome of the appeal to PPRB? _____

**If Agency received no objections to sole source determination, complete entire form and submit with P-1 Request.*

If PPRB approval received, please complete the remainder of this form and submit with P-1 Request. If PPRB did not approve, the Agency is required to submit the procurement of the commodity to an advertised competitive bid or selection process. Once competitive bid or selection process is complete, attach this form (SSD) as an internal attachment to P-1 request and do not complete (Part C).

PPRB APPROVAL RECEIVED (Part C)

What efforts were made by the Agency to determine that the proposed provider is the only entity that can provide the commodity needed?

This is an upgrade to an existing software presently used. Nevertheless, internet searched and visited with vendors in this area of student success and retention has not resulted in a system that is as comprehensive as EAB's Navigate.

What efforts were made to ensure the best possible price for the commodity was obtained?

In reviewing this upgrade for capability and cost, MVSU again identified EAB Navigate as the most appropriate solution in terms of compatibility with our system. This add on is also at a reduced cost.

Why is the commodity the only one that can meet the needs to the Agency?

This product is only one that meets MVSU's needs due to it being a comprehensive, fully integrated single platform, with ongoing consulting and support with proprietary best practices. Its unique customization will provide seamless, campus-wide interconnectivity while providing unique functionality such as financial literacy support and a mobile-native, student-centered application. Navigate will have the ability to share critical data to assist with student success. We currently utilized EAB technology, extending the existing partnership.

Why is the amount expended for the commodity reasonable?

The amount is reasonable because it offsets the cost of purchasing a new system that would require additional dollars for an integration platform that would make a comprehensive, integrated system.

The following items must be attached to your P-1:

1. Letter from Agency head, or designee, outlining the results of the procedures that have been detailed above.
2. Copy of SSD form and any accompanying documents.
3. Copy(s) of OSS, if applicable.
4. Original quote, signed by Vendor. Electronic quotes do not require the signature of the Vendor.

See 31-7-13(b) or 3.108.03.1 of Procurement Manual.